



# PURCHASE ORDER

**PO Number: 303-1-0674**

*Requisition Number: 303-1-01576*

**Order Date: 4/15/2021**

**Released**

**DUE TO COVID-19 AND TFC'S COMMITMENT TO TIMELY PAYMENT,  
PLEASE SUBMIT INVOICE ELECTRONICALLY TO:**

accountspayable@tfc.state.tx.us

**IF INVOICE IS MAILED, DELAYS MAY OCCUR.**

TEXAS FACILITIES COMMISSION

FISCAL MANAGEMENT / ACCOUNTS PAYABLE

P.O. BOX 13047 Austin, Texas 78711-3047

## Delivery Location

Parking Garage R, Warehouse

1706 San Jacinto Blvd.

Attn: Michael Williams

Austin, TX 78701

**Show numbers on all papers and packages**

## Referenced Source or Vendor

15822146856

Southern Computer Warehouse

1395 S Marietta Parkway

Bldg 300 Suite 106

Marietta, GA 30067

Eric Craig

Phone:877-468-6729, Fax:770-579-8937

eric.craig@scw.com

## Description

HP LaserJet Pro M428f M428fdn Laser Multifunction Printer

Price as per attached quote.

DIR Contract No. DIR-TSO-4159

TFC Contact: Michael Williams

512-463-1819

michael.williams@tfc.state.tx.us

## Line Items

Description	Qty	Unit	Unit Price	Start Date	End Date	Total
HP LaserJet Pro M428f M428fdn Laser Multifunction Printer - Monochrome - Copier/Fax/Printer/Scanner - 38 ppm Mono Print - 4800 x 600 dpi Print - Automatic Duplex Print - 350 sheets Input - Gigabit Ethernet W1A29A#BGJ SKU: HEW-W1A29A#BGJ	1	Each	\$349.97	4/15/2021		\$349.97

**NIGP Class: 204**

<b>NIGP Item:</b> 74 <b>Object Class:</b> 377 <b>Reimbursement Type:</b> Not Reimbursable						
HP 58A Original Toner Cartridge - Black - Laser - Standard Yield - 3000 Pages CF258A SKU: HEW-CF258A Note: ** Standard yield black **	1	Each	\$77.18	4/15/2021		\$77.18
<b>NIGP Class:</b> 207 <b>NIGP Item:</b> 72 <b>Object Class:</b> 335 <b>Reimbursement Type:</b> Not Reimbursable						
HP 58X Original Toner Cartridge - Black - Laser - High Yield - 10000 Pages CF258X SKU: HEW-CF258X Note: ** High-yield black **	1	Each	\$161.65	4/15/2021		\$161.65
<b>NIGP Class:</b> 207 <b>NIGP Item:</b> 72 <b>Object Class:</b> 335 <b>Reimbursement Type:</b> Not Reimbursable						
<b>Grand Total</b>						<b>\$588.80</b>

Questions or concerns regarding this transaction or service should be directed to: Texas Facilities Commission Procurement Division, Phone: (512)463-0209 or FAX: (512)236-6164 (The mailing address for the Texas Facilities Commission is at the top of this purchase order.)

<b>Agency</b>	TFC
<b>Fiscal Year</b>	2021
<b>Division</b>	Facilities Management and Operations
<b>Program</b>	Property Management
<b>Phone</b>	5124631819
<b>Org Code</b>	0442 - Facility Maintenance
<b>Type of Purchase/PCC Code</b>	'I' DIR Contract Non-Bulk Purchase
<b>Work Order Number</b>	n/a

ALL TERMS AND CONDITIONS SET FORTH IN OUR BID INVITATION BECOME A PART OF THIS ORDER. VENDOR GUARANTEES MERCHANDISE WILL MEET OR EXCEED SPECIFICATIONS IN THE BID INVITATION.

#### Invoicing Standards

To facilitate payments from Texas Facilities Commission please follow the invoicing standards set forth below.

The invoice should include, but is not limited to including:

- (1) the vendor's mailing and e-mail (if applicable ) address;
- (2) the vendor's telephone number;
- (3) the name and telephone number of a person designated by the vendor to answer questions regarding the invoice;
- (4) the state agency requisition number;
- (5) the state agency's name, agency number, and delivery address;
- (6) the commission's purchase order number, if applicable;
- (7) the contract number or other reference number if applicable;
- (8) a valid Texas Identification Number (TIN) issued by the Comptroller of Public Accounts;
- (9) a description of the goods or services, in sufficient detail to identify the order which relates to the invoice;

- (10) unit numbers corresponding to the original order; and
- (11) other relevant information supporting and explaining the payment requested or identifying a successor organization to an original vendor, if necessary.

**FOB DESTINATION CASH DISCOUNT: 0% 0 DAYS.**

**TEXAS FACILITIES COMMISSION INTERNAL PURCHASING**

PURCHASER: \_\_\_\_\_

Jordan, Michelle,

**(IN ACCORDANCE WITH YOUR BID, SUPPLIES MUST BE PLACED IN THE AGENCY RECEIVING ROOM IN DAYS FROM RECEIPT OF ORDER.)**

STATE AND CITY SALES TAX EXEMPTION CERTIFICATE: The undersigned claims an exemption from taxes under Tex. Tax Code § 151.309 (1993), for purchase of tangible property described in this purchase order, purchased from contractor and/or shipper listed above, as this property is being secured for the exclusive use of the State of Texas.

[.\(Show Terms And Conditions...\)](#)

